

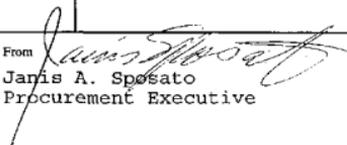
Memorandum



98-2

Subject Official Outside Agency Contacts	Date APR 8 1998
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To
Bureau Procurement Chiefs

From 
Janis A. Spasato
Procurement Executive

This memorandum provides guidance to bureaus when they find it necessary to go outside DOJ for matters that involve procurement policy, waivers from regulations or procedures or other matters of an unusual nature.

Official inquiries or contacts with outside agencies concerning procurement matters, other than those of a routine nature such as requests for waivers under Federal Supply Schedule contracts, or where established procedures are in place, are to be coordinated with the Procurement Policy and Review Group (PPRG).

There are several reasons for this policy. First, the issue in question may apply to more than one bureau or contracting activity and should be considered in a Departmental context. Secondly, the PE may be able to grant the relief or be better able to obtain the relief requested. And, finally, requests for policy interpretations should be considered by PPRG prior to going outside DOJ.

This guidance is effective immediately.

If you have any questions concerning this memorandum, please call H.B Myers on (202) 616-3758.